

COUNTY OF VENTURA	2018 ADMINISTRATIVE POLICY MANUAL	GENERAL OPERATIONS CHAPTER VIII (A) Employment & Recruitment
Originating Agency: CEO-HR	Last Issued/Revised 2018	<u>Policy No. Chapter VIII - 7</u> EMPLOYEE HEALTH AND WELLNESS
Policy Change Requires:	<input type="checkbox"/> Board of Supervisors Approval <input checked="" type="checkbox"/> CEO Approval	
Forms Change Requires:	<input checked="" type="checkbox"/> CEO Approval	

POLICY

The Board of Supervisors supports and is committed to the good health and well being of its employees. A healthy workforce results in a more productive workforce with less absenteeism, fewer accidents, lower health care demands, and greater overall savings by reducing the incidence of disease and disability. County employees are encouraged to participate in education classes, activities, and health screenings that help identify and reduce health risks before serious health problems occur or allow better management of existing health conditions.

GUIDELINES

Through the County Wellness Program employees are able to access classes, screenings, activities, and special follow-up assistance to identify and manage health issues and preventable illnesses.

The County encourages healthy lifestyles by:

- A. Encouraging the inclusion of healthy food options at meetings, potlucks, and special events.
- B. Supporting the availability of healthy food options in vending machines, snack bars, and cafeterias operating at the workplace.
- C. Encouraging employees to utilize breaks for walking, stretching, or other physical activity.
- D. Incorporating exercise breaks into meetings when practical.
- E. Promoting the use of stairs and walking paths.
- F. Providing educational resources/classes that promote exercise, good nutrition, and healthy lifestyles within and outside the workplace.
- G. Encouraging participation in the County Wellness Program. For more information contact the Wellness Program at 654-2628.